

Sponsored Account Request Process

BME Faculty can request sponsored accounts for visitors to their labs needing access to UVA resources. Existing students needing Workday Procurement Shopper access should submit a System Access Request through Workday.

The Faculty member sponsor should email BME-ITSupport requesting creation of account. The individual being sponsored should email the following info (choices for type are below):

Select the Sponsored account type:	
Who is sponsor for account:	
Does this person have any previous affiliation with UVA?	
If Yes, what is/was the person's UVA userID?	
Legal first name:	
Legal middle name:	
Legal last name:	
Date of birth:	
Recovery Personal Email Address:	
Recovery Personal Mobile Phone Number:	
Select an end date for the account (1 year max):	

* Select the Sponsored account type

▼ More information

Note: Depending on the account type selected and processing requirements this could take up to 90 days.

✓ -- None --

- Badge only
- Contractor
- Vendor
- Volunteer
- Unpaid Intern
- Visiting Student
- Visiting Professor
- Unpaid Faculty
- ROTC Instructor
- Visiting House Staff
- Visiting Scholar
- External Hiring Search Committee
- SWVAHEC Employee

Requests and questions should be emailed to: BME-ITSupport@virginia.edu